



Indiana Department of Homeland Security

Information Bulletin

Date: August 1, 2013

Bulletin No: 13.G005

To: Public School Superintendents, Charter School Administrators

From: Indiana Secured School Safety Board

Subject: Indiana FY2014 Secured School Safety Grant Program Funding
Opportunity Announcement (FOA)

Purpose

The purpose of this Information Bulletin is to provide guidance and information regarding the State Fiscal Year (FY) 2014 Secured School Safety Grant Program and the process for submitting proposals to be considered for funding by the Secured School Safety Grant Committee.

Funding Information

Available funding for the FOA: \$20,000,000.00

Projected Award Start Date(s): 11/01/2013

Projected Award End Date(s): 10/30/2014

Period of Performance: 12 months

Program Overview

The FY2014 Secured School Safety Grant Program is a dedicated state grant fund to provide matching grants to school corporations, charter schools, or a coalition of school corporations and/or charter schools to:

- Employ a school resource officer
- Conduct a threat assessment
- Purchase equipment to restrict access to the school or expedite the notification of first responders

A school corporation or charter school may receive only one matching grant each year of up to \$50,000 to an applicant that has an average daily membership of at least 1,000 students or that is a coalition of schools applying jointly. A school corporation or charter school with an average daily membership of less than 1,000 may receive a matching grant up to \$35,000. The State share of the cost of an activity carried out using funds made available under the program shall not exceed 50 percent of the total budget. To meet matching requirements, the grantee contributions must be reasonable, allowable, allocable, and necessary under the grant program and must comply with all requirements and regulations.

EXAMPLE: If the total cost of an eligible project is \$50,000, the grant recipient is eligible to receive \$25,000 in FY2014 Secured School Safety Grant Program funding; the balance of \$25,000 is the grant recipient's (match) share.

Solicitation

The FY2014 Secured School Safety Grant Program has certain requirements that must be addressed in the grant application. In order to ensure that the funds are utilized to maximize effectiveness, the following information will be asked for in the application:

- A concise description of the school corporation's or charter school's security needs.
- The estimated cost of the program to the school corporation or charter school.
- The extent to which the school corporation or charter school has access to and support from a nearby law enforcement agency, if applicable.
- The average daily membership of the school corporation or charter school (or the combined average daily membership of the coalition of schools applying jointly).
- A statement whether the school corporation or charter school has completed a local school safety plan and has filed the plan with the county school safety commission for the county in which the school corporation or charter school is located.
- Any other information required by the Board.

Eligible Applicants

Eligible applicants include any Indiana school corporation, charter school, or a coalition of school corporations and/or charter schools located in a county that has a County School Safety Commission. All applications will be processed through the Indiana Grants Management System (iGMS: <http://myoracle.in.gov/hs>) and will include a required budget and proposal section. When an intent to submit (outlined below) is received, IDHS will also grant access to the iGMS and provide the user with a username/password to access the system and the proposal template.

A notice of intent to submit should be received by September 15, 2013. This can be accomplished through an e-mail to the program manager, Kimb Stewart, at kstewart@dhs.in.gov. This e-mail message should include your intention to submit a proposal for the FY2014 Secured School Safety Grant and identify the school corporation, charter schools, or participating entities in a coalition of schools, provide a project name, and the point of contact name and email address.

Evaluation

FY2014 Secured School Safety Grant Program applications will be evaluated through a review committee comprised of both state and local partners for completeness, adherence to programmatic guidelines, and anticipated effectiveness of the proposed projects. The results from the review process may require applicants to revise submissions before the release of Secured School Safety Grant Program funding.

- *School Safety Overview (40 points)*—Does the school have a comprehensive safety plan? Does the school have plans or procedures that address: unsafe conditions, crime prevention, school violence, bullying and other issues therefore providing an all hazards approach? Does the school have regular scheduled meetings for staff development to address the issues noted? Does the school have a certified school safety specialist?

- *Project Description (20 points)* – Does the proposal clearly identify the problem the applicant is addressing? Does the proposal clearly identify an appropriate solution to the problem identified? Does this proposal explain how it fits in with the school safety standards?
- *Project Objectives and Activities/Methods (15 points)* – Does the proposal provide specific accomplishments, milestones and reasonable challenges? Are the objectives specific, measurable, achievable, realistic and timely (SMART)? Are key staff and volunteer responsibilities adequately described? Does that staff identified have the capacity to adequately achieve the project's objective?
- *Sustainment (15 points)* – Have other funding opportunities been identified or pursued? Does the proposed plan sustain/maintain the capabilities created or enhanced by this project? Does the school have the ability to match the grant funds with local funds?
- *Budget (10 points)* – Are the budget items reasonable, necessary and allowable? Is the budget justification sufficient to explain the necessity of each budget item?

A final evaluation and review process by the Secured School Safety Board will then determine which proposals receive funding and determine funding amounts.

Timeline

Proposals must be submitted via the iGMS no later than midnight on **September 30, 2013.** Awards will be made no later than **November 1, 2013.**

Additional Information:

Informational Seminars will be held within each of the ten (10) Indiana Homeland Security Districts in the first three weeks of August 2013 to try to mitigate and answer any questions. The dates and times of these seminars will be sent out separately and also posted to the website. Further helpful documents can be found at www.in.gov/dhs/securedschoolsafety.htm.

Questions and Contact:

- Kimb Stewart, the IDHS Secured School Safety Grant Program Manager:
 - Kstewart@dhs.in.gov
 - (317) 474-5291
- Andrew Elsner, North School Safety Liaison
 - aelsner@dhs.in.gov
 - (317) 474-7674
- Dan Goris, South School Safety Liaison
 - dgoris@dhs.in.gov
 - (317) 474-5549

Any additional questions regarding iGMS or grants management can be directed to a member of the grants management staff at grants@dhs.in.gov or (317) 234-5917.